



Billinge Chapel End Parish Council
The Public Hall, 216 Main Street, Billinge WN5 7PE
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Billinge Chapel End Parish Council Meeting

**To the Chair and Members of Billinge Chapel End Parish Council you are summoned to attend a full council meeting to be held
on Monday 20th July 2026 at 7.30pm
at The Public Hall, 216 Main Street, Billinge WN5 7PE.**

Karen Newton - Clerk to the Council

Agenda

1. Apologies

To receive and approve apologies for absence.

2. Declarations of Interest and Dispensations

To receive declarations of interest and consider any requests for dispensations related to items on the agenda.

3. Minutes

To approve the minutes of:

Staffing Meeting – Monday 22nd June 2026

Full Council Meeting - Monday 22nd May 2026

4. Public Participation

In accordance with the Council's Standing Orders, members of the public may address the Council at the discretion of the Chairman for a limited period. Matters raised will be noted and, where appropriate, referred for consideration at a future meeting. No decisions will be taken under this item.

5. Billinge Medical Practice

To receive any updates, correspondence and consider any matters arising.

To receive any updates regarding Bus routes to and from Garswood Medical Centre.

6. Dam Slacks Playing Field – Land Ownership, Lease Restrictions and Future Use

To review the legal status of Dam Slacks Playing Field, including ownership, lease conditions, title restrictions and permitted uses, and to consider the implications for future development or disposal of the land.

Recommendation: That the Parish Council reviews the title and lease documentation and seeks appropriate legal advice, if required, before making any decisions regarding future use, transfer or disposal of the land.

To consider the future of Dam Slacks Playing Field, including whether the Parish Council should retain the land for community use and development or explore the option of disposal.

To consider and resolve whether to:

- **Retain Dam Slacks Playing Field** as a community asset and explore opportunities for improvement and future investment; or
- **Explore the sale/disposal of the land**, subject to legal advice, title restrictions, statutory requirements and any necessary approvals.

Recommendation: That the Parish Council discusses the options available and agrees the preferred way forward.

To consider proposals for the future development and improvement of Dam Slacks Playing Field as a high-quality community asset.

To consider:

- The proposed development of a new inclusive children's play area.
- The potential development of a Multi-Use Games Area (MUGA).
- The feasibility of additional recreational facilities, including a possible padel court.
- Improvements to accessibility, sustainability and the overall quality of the site.
- The restrictions and requirements arising from the land title and lease arrangements for Dam Slacks Playing Field.

Recommendation: That the Parish Council considers the proposed improvements and agrees the next steps, considering the legal obligations and restrictions contained within the title and lease documents.

7. Finance & Governance

7.1 To approve the Payment Schedule June 2026.

7.2 To approve the bank reconciliations for June 2026.

7.3 To note the publication of items over £100.00 for June 26 on the parish council website.

7.4 To approve & authorise payment for July 26 Payments

8. POLICY & PROCEDURE

To review and adopt the following constitutional and governance documents for the 2026/27 municipal year:

8.1 To review and adopt Billinge Parish Council Publication Scheme

8.2 To review and adopt Billinge Parish Council Complaints Procedure

8.3 To review and adopt Billinge Parish Council Disciplinary Procedure

8.4 To review and adopt Billinge Parish Council Grievance Procedure

- 8.5 To review and adopt** Billinge Parish Council Grant Awarding Policy
- 8.6 To review and adopt** Billinge Parish Council Environmental Policy
- 8.7 To review and adopt** Billinge Parish Council Filming Protocol
- 8.8 To review and adopt** Billinge Parish Council Co-Option Arrangements
- 8.9 To review and adopt** Billinge Parish Council Accessibility Charter

9. BT – Broadband

To consider any updates regarding the new contract

10. Strategic Aims and Objectives

To consider and **approve** the Parish Council's Strategic Aims and Objectives for 2026–2030.

Recommendation: That the Council approves the Strategic Aims and Objectives 2026–2030 and authorises the Clerk to prepare an implementation plan and report progress annually.

11. Planning Applications

To consider and **comment** on any planning applications received from the Local Planning Authority, and to agree the Council's responses where required.

P/2026/0330/FUL - Billinge and Seneley Green Ward

34 Douglas Avenue Billinge St Helens WN5 7QY

Erection of a detached garden studio for use as a home salon, extension of existing driveway, provision of off-road parking and formation of a vehicular access.

12. Public Hall Reading Room

To consider a revised quotation received for the project and determine whether to accept the revised quotation or reject it and invite competitive tenders for the work.

Recommendation: That the Parish Council considers the revised quotation and resolves either:

- to accept the revised quotation and proceed with the work; or
- to reject the revised quotation and instruct the Clerk to obtain competitive tenders before making a further decision.

13. Birchley Hall – Nomination as an Asset of Community Value (ACV)

To consider whether Billinge Parish Council should submit a nomination for Birchley Hall to be listed as an Asset of Community Value.

To consider:

- The community value of Birchley Hall and its current or potential use for local residents.
- The evidence required to support an ACV nomination, including community use and benefit.
- The process and implications of submitting an ACV application.

Recommendation: That the Parish Council considers the merits of nominating Birchley Hall as an Asset of Community Value and agrees whether to proceed with an application.

14. Reports from Parish Council Representatives

To consider reports from parish council representatives on committees, working groups, and outside bodies.

15. Reports and Correspondence (Information Only)

To receive the Police Report and any other correspondence for information.

16. Staffing Matters (Exclusion of Press and Public)

It is recommended that, in accordance with the provisions of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, and Paragraphs 2, 3 and 7 of the Council's Access to Information Procedure Rules, the press and public be excluded from the meeting during consideration of the following items on the grounds that they involve the likely disclosure of exempt information relating to individual employees and personal information.

To consider the following staffing matters.

a) Annual Incremental Salary Progression

To note the annual incremental salary progression for employees in accordance with the Council's adopted pay arrangements.

b) Review of Staffing Structure and Contracted Hours

To consider the recommendation of the Staffing Committee to increase the Caretaker's contracted hours from **12.5 hours per week to 16 hours per week** to provide additional administrative support)

c) Clerk – Temporary Contracted Hours Arrangement

To note the Staffing Committee's recommendation that the Clerk remain on the current temporary arrangement of **20 hours per week**, with a further review to be undertaken later in the year.

d) National Pay Award 2026/27

To note the current position regarding the 2026/27 National Joint Council (NJC) pay award and its implementation upon formal agreement.

17. Date and Time of Next Meetings

To confirm the date and time of the next meeting(s) **Monday 21st September 2026 7.30 PM.**

Signed: Karen Newton

Date 15/07/2026

Press and public are welcome to attend.